FIRST AID KITS

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1. GENERAL

1.01 This section describes the E and F First Aid Boxes and materials used in first aid treatment.

1.02 This paragraph will be used to summarize the contents of any future revisions to this section.

1.03 The E First Aid Box supersedes the C and D First Aid Boxes and the F First Aid Box supersedes the S First Aid Box. However, C, D, and S First Aid Boxes still in good condition may continue to be used. The C, D, E, F, and S First Aid Boxes are shown in Fig. 1.

1.04 The gummed form "Arrangement of Contents" Form E3768 for the C Box, Form E3769 for the D and E Boxes, and Form E6724 for the F and S First Aid Boxes, lists the contents to be included in the Box. Blank spaces are provided for the entry of emergency telephone numbers.

1.05 Contents of the kit must be approved by each Company Medical Director. If additional items are approved or if different items are required by governing bodies (State, OSHA, etc), it is permissible to remove the "First Aid Antiseptic" and/or the 3/8-inch Adhesive Compress which will provide space in the system standard First Aid Box to accommodate these items. If this is necessary, the appropriate form (see 1.04) should be revised locally.

2. DESCRIPTION

2.01 The E and F First Aid Boxes are molded from white, lightweight polypropylene and utilize a one-piece design employing a "living hinge." These waterproof and dustproof containers have the Bell seal and the words "First Aid Kit" imprinted on the cover.

2.02 ***E First Aid Box (Fig. 2):*** The E First Aid Box, 2 3/4 inches by 4 1/2 inches by 8 3/8 inches in size, holds containers of individually packed first aid items. The approved packaged first aid supplies to be stored in the kit are identified on the inside cover.

2.03 ***F First Aid Box (Fig. 3):*** The F First Aid Box, 2 1/2 inches by 1 inch by 4 inches in size, is a small pocket-size box which will hold a few individually packed first aid items. The recommended contents are identified on the inside cover.

2.04 ***First Aid Practice—Form 4603 (8-74):*** A plastic laminated card with first aid and emergency instructions is available and is to be included in the lid of the E First Aid Box. This form is also to be included in the C and D First Aid Boxes in use.

2.05 ***First Aid Supplies:*** The following is a description of first aid materials:

(a) ***First Aid Antiseptic:*** An antiseptic used to treat minor cuts and skin abrasions, furnished in a swab-type applicator in a crushable glass-type ampul. When used, the ampul is crushed and the protective cap is removed (10 per package).

(b) ***Triangular Bandage:*** The large unbleached muslin triangular bandage which may be used as a sling, tourniquet, head bandage, etc, (1 per package).

NOTICE
Not for use or disclosure outside the
Bell System except under written agreement

Fig. 1—First Aid Boxes Presently in Use

Fig. 2—E First Aid Box

Fig. 3—F First Aid Box

(c) ***2-Inch Roller Bandage:*** A sterile gauze roller bandage used for tying on splints or holding compresses on wounds or burns (3 per package).

(d) ***Absorbant Gauze Compress:*** A large (8-inch by 24-inch) sterile compress which may be applied to wounds or burns or used for padding splints (1 per package).

(e) ***3/8-Inch Adhesive Compress:*** A 3/8-inch by 1-1/2 inch adhesive compress for use on cuts and skin injuries (100 per package).

(f) ***1-Inch Adhesive Compress:*** A 1-inch by 3-inch adhesive compress for use on cuts and skin injuries (20 per package).

(g) ***2-Inch Compress:*** A 2-inch by 2-inch sterile, nonadhering absorbant pad attached to the center of a gauze bandage used on cuts and skin injuries (4 per package).

(h) ***3-Inch Bandage Compress:*** A 3-inch by 3-inch sterile absorbant guaze pad for use on burns or wounds and other first aid purposes (4 per package).

(i) ***Ammonia Inhalant:*** An inhalant intended for use as a respiratory stimulant for inhalation only to relieve dizziness or fainting. It is supplied in a glass ampul containing strong aromatic ammonia enclosed in cotton to protect the fingers when crushed (10 per package).

(j) ***Medicated Ointment:*** An ointment for application on minor burns and skin irritations. Furnished in sealed foil envelopes in approximately 3/4-gram quantities (18 per package).

(k) ***Antiseptic Pads—Wound Wipe:*** A premoistened pad used to cleanse a wound and surface area furnished in sealed foil envelopes (10 per package).

(l) ***Scissors.***

(m) *Tweezers.*

3. INSPECTION AND USE

3.01 First aid kits are to be available to all locations where employees regularly report for work. Company vehicles, involved in Outside Plant activity shall also be equipped with a first aid kit. Kits are to be prominently located to insure their availability when needed.

3.02 The contents of a first aid kit shall be checked each week to insure that the expended items are replaced.

3.03 Drivers exposed to Outside Plant activity and using an unfamiliar vehicle shall verify that a first aid kit is available with adequate first aid supplies prior to departing.

3.04 Supervisors have the responsibility to make sure that all first aid kits are checked weekly for items that may be in short supply.

3.05 Employees treating injuries with first aid supplies are to report such injuries to their supervisors. Supervisors are to verify that the injury responds to the first aid treatment and if necessary, arrange for professional medical attention.